

## **Historic, archived document**

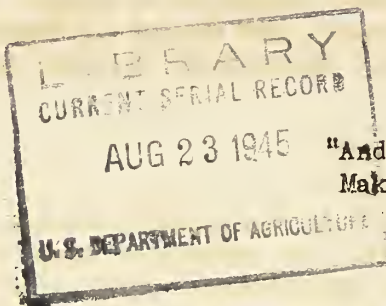
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WAR FOOD ADMINISTRATION  
OFFICE OF DISTRIBUTION  
347 Dakota Avenue, South  
Huron, South Dakota

South Dakota  
District Office  
Telephone 860



VALUES

"And he who gives a child a treat  
Makes joy bells ring in Heaven's street."

-John Masefield

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Throughout South Dakota, indications are that School Lunch Program sponsors are endeavoring to definitely improve their lunch programs and will further develop the services and benefits offered to the children of their schools during the New Year 1945.

\* \* \* \* \*

Superintendent's Mentor says:

1. Just yesterday noon a representative of the War Food Administration and a home economist visited our school and made an administrative review of our school lunch program. We were very proud that the kind of meals served in our school meets every requirement indicated for our particular type program as listed on the last page of our contract.
2. They were pleased to find our kitchen and lunchroom clean, orderly, and well ventilated. Our cooks and food handlers practise proper sanitation and cleanliness at all times.
3. The Home Economist commented that the noon meal being served was not only nutritious and adequate but also colorful, attractive, and definitely tasty. Of course, we always make it a point to see that every child gets a half-pint of milk with the meal.
4. They noticed that the children washed their hands and combed their hair before sitting down to eat. Our youngsters enjoy being neat and clean and they practise good manners and right conduct.
5. Following the lunch period, the WFA representative inquired as to whether our cooks always use plenty of soap and hot water when they wash dishes and make it a point to thoroughly sterilize dishes and utensils. We were glad that we were able to say "Yes" in this matter.
6. Our lunchroom tables have had old cracks and rough surfaces removed and the boys have given all of them two coats of white paint. Suitable material was used to cover the tops of the tables that need this extra repair.
7. They inquired as to our local milk supply. We were glad to report that this had been investigated and the source was sanitary and safe.
8. They noticed the shelves our manual training class had built for use in caring for canned foods and other items in our storeroom.
9. They were pleased to find that in our classes dealing with hygiene and foods we stressed the value of personal cleanliness, sanitation, and well-balanced adequate meals. They felt that this tied in very well with the school lunch.
10. They were pleased with the way our records and school lunch accounts were maintained. As this was required by the contract, we naturally kept these on a current basis and properly filed for ready reference.

NEWS STORIES

The Huron WFA office occasionally receives some very interesting reports and pictures from schools and sponsors of school lunch programs regarding their

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operations, benefits to children, values to the community and other special features. Sponsors send clippings from local newspapers regarding menus, lunches served, and the effectiveness to which this endeavor has been developed. This office is happy to receive and to see information and material of this nature.

#### ORDER SUPPLY OF FORMS NOW

It will be well for schools and sponsors to check their supplies of forms: Report and Claim for Reimbursement, Vouchers, Record of Income, and Record of Expenditures. Right now is the time to send requests for sufficient quantities of these to last for the remainder of the school year.

#### IMPORTANCE OF SUBMITTING CLAIMS WHEN DUE

It has been necessary to return to sponsors over half of the monthly Claims for Reimbursement to be corrected and properly completed. The return of these forms delays WFA payments to sponsors for meals served or agricultural foods used in line with contract provisions. Any sponsor who does not submit a Form FDA-536 Report by the 10th day following the month of operation will receive a ten-day notice as specified in Article X of the Agreement. If a reply is not received within 10 days, a cancellation will be submitted to the sponsoring agency.

#### ATTACH SUFFICIENT POSTAGE TO LETTERS

When mailing monthly Report and Claim for Reimbursement, Form FDA-536, together with Voucher Form FDA-564, affix stamps covering the required amount of postage for envelopes addressed to the Huron office. "Postage Due" mail will delay monthly reimbursement checks as no funds are available for taking care of letters received with insufficient postage and, as a result, such mail may of necessity be rejected.

#### WORD OF CAUTION AS TO MILK SUPPLY

Pasteurizing is not required so far as the serving of milk as a beverage is concerned in connection with programs operated in cooperation with the WFA. The safety and acceptability of milk remains the sponsor's responsibility. Many sponsors are able to secure safe supplies of raw milk while others desire pasteurized milk, or even do their own pasteurizing in their lunch program kitchens. Schools desiring information and suggestions regarding methods to do their own pasteurizing may address their inquiries to the State Nutrition Committee, Brookings, South Dakota, State Department of Health, Pierre, South Dakota, or State Agricultural Extension Service, Brookings, South Dakota. For tests relative to safe milk or milk supply, inquiry may be made directly to the State Department of Health, Pierre, South Dakota.

#### REHEATING HOME CANNED FOODS IS IMPORTANT

The following was taken from the booklet "Home Canning of Fruits and Vegetables," AWI-93, prepared by the Bureau of Human Nutrition and Home Economics:

"But unless you are absolutely sure about the canner and the way you've canned, boil home-canned vegetables before tasting. Bring to a rolling boil, cover, and boil for at least 10 minutes, add water if necessary. Spinach and corn need 20 minutes. If the food then looks or smells queer, destroy it."

#### AUDITS AND ADMINISTRATIVE REVIEWS

Representatives of the WFA are visiting schools in connection with administrative inspections of lunch programs under the federal plan. Reviews are made of operations, system of accounting and record-keeping, types of meals served and adequacy of the same, meeting contract requirements, etc. Each year WFA regional auditors call on several schools in the State operating school lunch programs. Sponsors should have their records, sales slips, and similar papers in readiness for review at any time. For further information regarding this matter please refer to the November "Newsletter."

#### MAINTAINING MENU FILE

Many schools have found it necessary and advisable to follow a menu-plan, carefully worked out for the day or week, keeping copies filed with the regular school lunch records. These are of assistance when meals are checked against the contract requirements and provisions regarding types of lunches.